



THE ASSISTANT SECRETARY OF THE NAVY  
(Research, Development and Acquisition)  
WASHINGTON, D.C. 20350-1000  
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MEMORANDUM FOR DISTRIBUTION

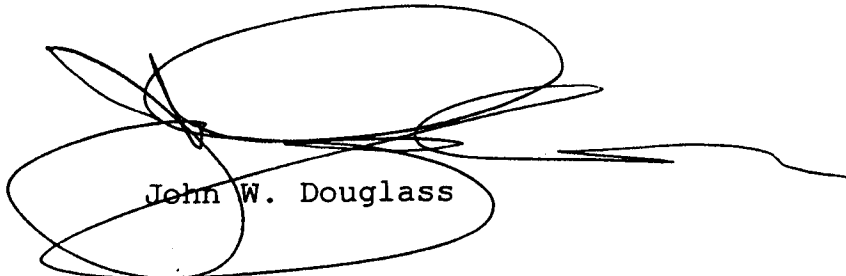
Subj: YEAR 2000 EFFORTS

The Year 2000 Problem has long been one of my highest priorities. With only 20 months until this millennium date change, your Y2K efforts should be fully resourced and in high gear.

During my reviews with PEOs, discussions with the DON CIO, and briefings by the Naval Audit Service and Inspector General, it has come to my attention that there are varying levels of awareness, activity, and involvement within the Department. To those of you that are fully engaged and making progress, Well Done. I expect, however, that everyone in a position of authority is leading the charge in this area and devoting adequate personal time on their command's Y2K efforts.

At a minimum I expect Commanders, PEOs, and DRPMs to publicly state verbally and in writing their position on the importance of fixing their Y2K problems in a timely manner. I expect you to field a Y2K staff or tiger team to deal with Y2K, that it will be adequately staffed, and that you will monitor their progress biweekly. Your organization should be appropriately mobilized and resourced to support your Y2K staff and the progress you and I expect of them.

The DON CIO has provided guidance and policy to deal with Y2K. I have long said that this is not a just a technical management problem, but a leadership problem. As a CEO of your domain, I want you to do your part, be involved, and implement the game plan. If you would like to discuss this in more detail, my door is open.



John W. Douglass

Distribution  
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